

Adelante High School
Warrior PRIDE



Prepared ~ Respectful ~ Involved ~ Disciplined ~ Efficient

STUDENT GUIDE

2020-2021

(COVID19 Update)

350 Atlantic Street Roseville, CA 95648

(916) 782 - 3155

ADELANTE HIGH SCHOOL CORE BELIEFS

Vision Statement:

Every student, Every day: Prepared. Motivated. Challenged.

Mission Statement:

We empower students to develop academic, personal, and social skills necessary for success in a 21st century. Our Alternative Education program focuses on developing the “whole student,” by emphasizing transferable skills leading to literate productive citizens.

GUIDING PRINCIPLES

ADELANTE SCHOOLWIDE LEARNER OUTCOMES

Warrior PRIDE

PREPARED: Life and Career Skills

- Developing thinking skills, content knowledge, social and emotional competencies to navigate complex work and life environments.

RESPECTFUL: Global Awareness

- Learning from and working collaboratively with individuals representing diverse cultures, religions and lifestyles in a spirit of mutual respect and open dialogue in personal, work and community contexts

INVOLVED: Engaged and Informed

- Participating in school and community events
- Accessing information accurately and effectively

DISCIPLINED: Focused Learning

- Managing behaviors to increase productivity
- Prioritizing, plan, manage and work to achieve the intended result

EFFICIENT: Task Completion

- Focusing on task completion
- Making use of support systems and available resources

WARRIOR PRIDE

P = Prepared
R = Respectful
I = Involved
D = Disciplined
E = Efficient

High School Administration

Email

(916) 782 - 3155

Amy Lloyd	Principal	alloyd@rjuhsd.us	x 1602
Sybil Healy	Assistant Principal	SHealy@rjuhsd.us	x 1605

High School Support Staff

Kim Wolfe	Counselor	kwolfe@rjuhsd.us	x 1603
Donald Mason	Resource Officer	domason@rjuhsd.us	x 1619
Renee Lee	Principal Secretary	rlee@rjuhsd.us	x 1601
Roxanne McCarthy	Student Services	rmccarthy@rjuhsd.us	x 1600
Malcolm Thomas	Campus Monitor	mthomas@rjuhsd.us	xxxxxx
Sarah Wilder	School Nurse	swilder@rjuhsd.us	x 1617
Ana Luna	Family Engagement Liaison	aluna@rjuhsd.us	x 1628
Sandra Halford	Marriage Family Therapist	shalford@rjuhsd.us	x 1630

High School Faculty

Marcella Cruz	Medical Terminology	mcruz@rjuhsd.us	x 1628
Luca Febbraro	Science	lfebbraro@rjuhsd.us	x 1619
Stacey Ford	Math	sford@rjuhsd.us	x 1612
Najla Dornhofer	Infant/Toddler	ndornhofer@rjuhsd.us	x 1623
Tom Gieck	Social Science	tgieck@rjuhsd.us	x 1614
Cindy Jacobson	Social Science	cjacobson@rjuhsd.us	x 1625
Jeremy Johnson	English	jdjohnson@rjuhsd.us	x 1618
Christine McPherson	Infant/Toddler	cmcpherson@rjuhsd.us	x 1623
Dynah Messina	Special Education	dmessina@rjuhsd.us	x 1624
Anthony Papic	Math	papic@rjuhsd.us	x 1613
Annie Robinson	Art/Physical Ed.	lrobinson@rjuhsd.us	x 1611
Sean Scott	Social Science	sscott@rjuhsd.us	x 1615
Melissa Tupper	Physical Ed	mtupper@rjuhsd.us	x 1620
Kris Wilson	English/ELD	kwilson@rjuhsd.us	x 1616

TABLE OF CONTENTS

GENERAL INFORMATION

Covid19 Update.....	5
Introduction.....	8
Alternative Education Schools.....	9
Bell Schedule.....	11
Student Attendance.....	12
School Services.....	13
School Policies.....	15

SUPPORT PROGRAMS

PBIS.....	22
Wrap Around Services.....	22
Credit Recovery.....	23
English Language Learners.....	23
Special Services.....	23
Infant Center & Parenting.....	23
Restorative Conferences.....	23

ACADEMIC INFORMATION

Graduation Requirements.....	24
Course Credit and Grade Policy.....	25
Early Graduation.....	25
Postsecondary Information.....	25

ADDITIONAL ALTERNATIVE EDUCATION SCHOOL PROGRAMS

Independence High School.....	26
Adult Education School.....	26
Student Activities.....	29

BOARD POLICIES AND COMPLAINT PROCEDURES

Nondiscrimination/Harassment Policy.....	29
Complaint Policy.....	31

COVID19 Update

Fall Bell Schedule

Beginning this fall Adelante students will engage in distance learning on a **four-period schedule** and classes are 60 minute periods. (This schedule is subject to change based on state mandates).

Period	Monday	Period	Tuesday-Friday
		1	8:30 - 9:30
		2	9:40 - 10:40
Asynchronous Periods 1 & 2	10:30 - 11:30	3	10:50 - 11:50
Lunch	11:30 - 12:00	Lunch	11:50 - 12:30
Asynchronous Periods 3 & 4	12:00 - 1:00	4	12:30 - 1:30
Support	1:00 - 2:30	Support	1:30 2:00

Asynchronous: Monday classes are not a live class. Instructors provide materials, lectures, tests, and assignments that can be accessed at any time.

Student Courses

Students will have access to a four period day schedule for the fall term. Students in conjunction with their counselor will ensure that they are enrolled in courses that meet graduation requirements. Typically, students can earn up to 3 credits per course. During DL, courses are worth 4 credits, but students can earn up to 5 credits. Students, teachers, counselor, and administrators will work together to ensure that students who wish to earn 5 credits have clear communication of what is expected to earn the additional credit.

Student Support

The Adelante HS Wellness Center staff will be available to each student on campus who may be in need of social and emotional support. Additional supports include, the campus nurse, student youth officer (YSO), Family Engagement Liaison, site counselor, and special services.

Please refer to the contact information on page 3. Adelante students are able to pick up school lunches at their nearest comprehensive sites. Lunch will be available from 10am-12pm.

Distance Learning

Unlike in spring when students checked in with teachers via office hours, this term finds students and teachers logging in together daily with a set schedule. Attendance will be taken and teachers will deliver a live lesson followed up with additional resources for students that may need to review. We are also building in support times to the schedule so that when we get permission, we may bring groups of students on campus for class meetings, one-on-one tutorials with teachers, Wellness groups, and more.

Meanwhile, students are directed to practice digital literacy while engaging in class activities etc. via Zoom, Google Classroom, and other online platforms. Adelante High School rules and policies are applicable while students are participating with staff and other students during the online school day.

Warriors Expectations for Distance Learning



Prepared

- Arrive a few minutes early to the start time.
- Wear appropriate clothing. While you may be at home, you are still in school while engaging with your teachers and peers.
- Set up an appropriate place to use video/phone conferencing.
- Have your device fully charged and/or plugged in.



Respectful

- Behave appropriately, as if you are in class, this includes having appropriate screen names and backgrounds. All other Warrior expectations apply.
- If you need to use the restroom while “in class” do so without your device.
- Think before you type. Chats are public records and can be kept. Teachers will let you know if the session is being recorded so that students can access it later.
- Keep yourself muted until it is your turn to participate.



Involved

- Attend scheduled class times and actively participate.
- Be your best selves when interacting virtually.
- Minimize fidgeting with your hair, clothing, or items around you. Eating is a distraction.



Disciplined

- Remember the time class starts and ensure you attend daily. Attendance is important.
- Inform your teacher if you will be absent.
- Check your school email daily.
- Do your own work.



Efficient

- Work productively during “school hours.”
- Limit distractions, turn your cell phone to silent.
- Use the raise hand button to ask your teacher a question.

GENERAL INFORMATION

INTRODUCTION

The goal of Alternative Education is to provide our students with the opportunity to engage in academic success, social and emotional development, and preparation for college and career choices. The coursework and supplementary educational activities that students will be exposed to assist in their preparation for the various postgraduate responsibilities they will assume as young adults. It is critical, therefore, that students enroll in courses that will ensure they meet all district graduation requirements as well as maintain good academic standing, meet behavior expectations, and possess acceptable attendance (85% minimum).

The Adelante Student Guide provides an outline of District and site graduation and enrollment requirements. Also included is information regarding programs to support students as potential employees and/or students in the postsecondary world. This guide is meant to be a general aide for students and their parents/guardians. Changes to courses and programs may occur throughout the year. Parents, students, and community members are encouraged to check with the individual school sites within the District for updated information.

CONTINUATION AND ALTERNATIVE EDUCATION SCHOOLS

The California Education Code and the Roseville Joint Union High School Governing Board authorize a continuation education program to meet the unique needs of students 16 to 18 years of age who are not making sufficient progress at a comprehensive high school or other similar institution, and who are not legally-exempt from compulsory school attendance.

Continuation schools are intended to provide the following:

1. An opportunity for pupils to complete required academic courses of instruction to graduate from high school.
2. A program designed to meet the educational needs of each pupil, including, but not limited to independent study, career counseling, and job placement services, as a supplement to classroom instruction.
3. A program of instruction which emphasizes career orientation and which offers intensive guidance services to meet the unique needs of students.

The Roseville Joint Union High School District continuation/alternative education schools have been established for students who are deficient in credits needed to meet graduation requirements, or who have been referred to alternative education for other reasons. The district's three alternative education schools are Adelante High School, Independence High School, and Adult Education (for students 18

years old and older). These alternative schools are smaller than comprehensive high schools and provide greater flexibility in order to focus on individual student needs.

STUDENT TRANSFER AND PLACEMENT INTO CONTINUATION SCHOOLS

Students 16 years of age or older, but under 18 years of age, who have not graduated from high school, shall be permitted by the Governing Board to transfer voluntarily to a continuation school upon a finding of their comprehensive high school principal or designee that the placement will support the student's educational interests. A student who is 18 years of age and in his/her fourth year of high school will be permitted to enroll in a continuation school if he or she meets the residence requirements of the district. The criteria for placement into a continuation school will not be arbitrarily applied, but applied consistently throughout the district. Administrators will assure adherence to the policies and procedures on the following page during the placement process:

- Voluntary placement is not used as an alternative to expulsion unless alternative means of correction have been attempted per **Education Code section 48900.5**;
- No specific group of students, including any group based on race, ethnicity, language status, or special needs, is disproportionately enrolled in continuation schools within the school district;
- A copy of policies and procedures, including Board Policy, regarding voluntary transfer to a continuation school is provided to parents and students whose voluntary transfer to a continuation school is under consideration;
- The transfer is voluntary and the student has the right to return to his or her previous school;
- Upon request from a parent and before the student is transferred, the parent/guardian may meet with counselors, principals, or administrators from both the transferring school and the continuation school to determine whether transferring the student is the student's best option;
- To the extent possible, the voluntary transfer to a continuation school occurs within the first two weeks of each quarter;
- 10th grade students who turn 16 years of age on or before January 1st of their 10th grade year may be eligible for continuation placement under the following conditions:
 - The student is fewer than 50 credits deficient and the placement is made with the intention of the student making up the deficient credits and returning to his/her home school for the beginning of the 11th grade year.
 - The student has fewer than 50 total credits accumulated and the placement is made with the intention that the student will graduate from the continuation school.
- All direct referrals of 10th grade students should occur during the first two weeks of January of the student's 10th grade year.
- Any 10th grade referral not outlined above will continue to be reviewed and approved by the District Placement Committee.

CONTINUED ENROLLMENT OF 18-YEAR OLD STUDENTS

Students who are returning to school for a fifth year must meet the following criteria in order to continue their education at the continuation school:

1. Show evidence of sufficient academic progress in the previous grading term by earning a minimum of 12 credits per quarter or 24 credits per semester.
2. Have maintained minimum 85% actual attendance at the continuation high school during the previous grading term.
3. Complete at least 10 credits in summer school/credit recovery before continuing their education in the fifth year at the continuation school if at the end of their fourth year, the student is more than 40 credits short of graduation.
4. Student must maintain good academic standing and adhere to all behavioral expectations.

ALTERNATIVE EDUCATION PROGRAM OVERVIEW

Most students who attend an alternative education school do so with the intention of remaining at and graduating from the school. Students who wish to return to their original school should receive from that school prior to transfer a detailed plan that clearly states requirements for that return to occur. If students choose to return to a comprehensive high school, they must meet and achieve the comprehensive high school graduation requirements.

Since students are generally referred to continuation/alternative high schools for credit deficiency, in accordance with Board Policy, all alternative schools use a system of positive credit accumulation awarded for productive attendance. To earn credits, students must attend classes and complete all assigned coursework. Students should be aware that it may be difficult and, in some cases impossible, to successfully make up credits and return to a comprehensive high school for graduation. In these cases, students will be encouraged and supported in completing requirements to earn a diploma from the continuation school.

The curricula at alternative schools are aligned with Common Core State Standards. Graduates receive a high school diploma authorized by the Roseville Joint Union High School District's Board. The graduation requirements for Adelante and Independence High Schools differ from those of the comprehensive high school; with each site requiring 220 credits for graduation.

All students are encouraged to develop personal education plans that include postsecondary options. Currently, a limited number of courses offered at the alternative education schools meet the a-g admission requirements of the University of California and California State University system. It is intended that students and guardians review this student guide together and make informed decisions about an educational program which best address the needs of their student

BELL SCHEDULE (The below schedule is not active until further notice)

**ADELANTE HIGH SCHOOL
BELL SCHEDULE**

REGULAR SCHEDULE

PERIOD	TIME
1	08:00 - 08:45
2	08:49 - 09:34
3	09:38 - 10:23
4	10:27 - 11:12
LUNCH	11:12 - 11:46
5	11:50 - 12:35
6	12:39 - 01:24
7	01:28 - 02:13

COLLABORATION DAY SCHEDULE (Mondays)

PERIOD	TIME
1	08:00 – 08:30
2	08:34 – 09:04
3	09:08 – 09:38
4	09:42 – 10:12
5	10:16 – 10:46
Nutrition Break	10:46 - 11:06
6	11:06 - 11:36
7	11:40 - 12:10

STUDENT ATTENDANCE

California's compulsory education laws require children between six and eighteen years of age to attend school, with a limited number of specified exceptions. Under state law, a pupil who, without a valid excuse, is absent from school for three full days in one school year, or is tardy or absent for more than 30 minutes during the school day on three occasions in one school year, is considered truant. Once a student is designated a truant, state law requires schools, districts, counties, and courts to intervene to ensure that parents and pupils receive certain services to assist them in complying with attendance laws. When these various interventions fail--meaning parents/guardians still do not send a child to school or a student misses an unlawful amount of school--the matter is referred to the courts. Courts can then use penalties or other measures to seek compliance. Essentially, these various interventions exist to ensure that pupils remain in school and that a pattern is not established that could lead to the student dropping out of school later in their educational career.

Parents/Guardians who do not ensure their student is attending school may be cited for contributing to the delinquency of a minor.

1st Letter: 3+ Periods missed or tardy more than 30 minutes without valid excuse

2nd Letter: 6+ Periods missed or tardy more than 30 minutes without valid excuse

3rd Letter: 9+ Periods missed or tardy more than 30 minutes without valid excuse. Student may be cited by Roseville Police Department and required to attend Roseville Police Youth Diversion Program with Parent/Guardian.

4th Letter: 10+ Periods missed or tardy more than 30 minutes without valid excuse. Name is submitted to SAM (Student Attendance Mediation Committee) for further disciplinary action.

Please note: After a student has been absent 10 school days, **regardless if they have been excused or not**, a doctor's note or a note from court must be presented for EVERY absence or the truancy process will be initiated.

Excused Absences

A student's absence shall be excused for the following reasons. A written signed excuse is required:

1. Personal illness (phone call accepted).
2. Quarantine under the direction of a county or city health officer.
3. Medical, dental, optometry, or chiropractic appointment.

4. Attendance at funeral services for a member of the immediate family. Excused absence shall be limited to 1 day if the service is conducted in California or 3 days if the service is conducted out of state. Immediate family shall be defined as mother, father, grandparents, spouse, son/son-in-law, daughter/daughter-in-law, brother, siblings, or any relative living in the student's immediate household.
5. Jury duty in the manner provided by law.
6. The illness or medical appointment during school hours of a child for whom the student is the custodial parent.
7. Justifiable personal reasons including but not limited to: court appearance, attendance at a funeral service, observation of a holiday or ceremony of his/her religion, attendance at religious retreats not to exceed four hours per semester, attendance at an employment conference.
8. Participation in religious instruction or exercises in accordance with district policy. The student shall be excused for this purpose on no more than four days per school month.

Closed Campus and Early Dismissals (Special Excuses)

Adelante High School is a **Closed Campus**. The campus is closed during the school day, including lunch periods. **Students are not to leave campus without permission from the office.** Once a student arrives to school he/she **MUST** enter and remain on campus. Students **may not** leave campus during school hours including lunch without a special pass. Students may request a special pass for early dismissal from the front office with a parent note, a medical appointment slip, or other official notification. Any absence not covered by a parental note requires a phone call to a parent for permission to leave campus. A student who is 18 years old **may not** write a note to leave campus for any reason other than a medical appointment, family emergency, or a personal reason approved by Adelante administration. Leaving campus or "cutting class" is considered truant and off campus. Senior students who sign themselves out more than 3 times in a school term (i.e. Aug-Dec, Jan-May) may be denied access to any or all of the senior privileges including participating in the graduation ceremony.

School Services

Transportation

Adelante has school bus service for students who live outside the 3 mile radius from the school. **A bus pass is required to ride on the bus.** Please check with the office if you need an application for a bus pass or if you wish to purchase single ride tickets.

Transportation is not a guaranteed part of the school program and may be revoked because of 1) poor attendance 2) discipline problems, or 3) a reduced schedule. It is a privilege to ride the bus, not a right.

Parent/Guardian Communication

Communication between home and school is important. Adelante staff will maintain close contact with parents and students during the school year. You will be informed about school programs, school activities, and your student's progress by means of our school website, calls home, written communications, and through the district's **Homelink** student data system. **Homelink** can be accessed at <http://rosevillehsd.net>. If you are unable to receive communication via the internet please contact

the Adelante HS front office and request that information be mailed to you or sent home with your student.

Daily Bulletin: The daily bulletin shares current information about upcoming school events such as athletic events, club meetings, parent and student meetings, student of the month, etc. The bulletin is also shared electronically for 24/7 access on the Adelante High School website.

AERIES Communication: Allows Adelante staff to communicate with parents/guardians, and the community in a safe and engaging platform. Important events, activities, and announcements regarding students are specifically tailored to ensure universal access to supports offered at the school site.

Site Council: All Adelante High School parents and guardians are highly encouraged to join Site Council. Site Council meets the first Wednesday of the month at 3:00 PM.

Nurse and Health Services

Adelante HS has a part-time nurse who is available five days a week. Students are to contact their teacher or the front office if they require medical assistance. It is important that every student have an emergency card on file in the office in case of emergency.

Prescription medications and over the counter (OTC) medications must be turned into the office with a doctor's note and distributed by authorized staff. Students **may not** keep any medications on their person. A student who is in possession of medication prescribed or otherwise may be suspended or have consequences related to a zero tolerance drug policy on campus. Please ask office staff for medication forms.

TDAP BOOSTER IS NOW REQUIRED FOR ALL STUDENTS ATTENDING CALIFORNIA SCHOOLS.

Breakfast, Nutrition Break and Lunch

Breakfast will be served daily before 1st period (7:30 am to 7:55 am). Students are not permitted to eat in class. Lunch will be served daily (refer to Bell Schedule). On minimum days there will be a 20 minute nutrition break. Free or reduced price breakfasts and lunches are available for eligible students. Check the office for more information. If you have any questions regarding nutrition and food services, please refer to the district website. **To view our Food Services website, please click here:** <http://district.schoolnutritionandfitness.com/rosevillejuhsd>

School Policies and Regulations

Responsibility and Accountability

All students at Adelante High School are responsible and accountable for their conduct as a community of learners committed to supporting Adelante PRIDE → **Prepared, Respectful Involved, Disciplined, and Efficient**. Under **Education Code 48900 and 48915**, students are responsible for adherence of school rules:

1. While on school grounds
2. While going to and from school
3. During or while going to /from a school sponsored activity

Referral for Expulsion

Under **Education Code 48915**, the following acts require MANDATORY EXPULSION:

1. Possessing, selling or otherwise furnishing a firearm.
2. Brandishing a knife* at another individual.
3. Unlawfully selling any controlled substance.
4. Committing or attempting to commit a sexual assault or committing sexual battery.
5. Possession of an explosive.

Under **Education Code 48915**, the following acts require a referral to the Roseville Joint Union High School District Board of Trustees for expulsion, unless expulsion is inappropriate, due to extenuating circumstance(s):

1. Causing a serious physical injury to another person except in self-defense.
2. Possession of any knife* or other dangerous object of no reasonable use to the student.
3. Unlawful possession of any controlled substance, except for the **first** offense for possession of not more than one ounce of marijuana.
4. Robbery or extortion.
5. Assault or battery of any school employee.

*As used in the sections above, “knife” means any dirk, dagger or other weapon with a fixed, sharpened blade fitted primarily for stabbing, a weapon with a blade longer than 2.5 inches, a folding knife with a blade that locks into place or a razor with an unguarded blade.

Additional Behavior Expectations

Any school disruption may result in school consequences. The following violations may result in suspension or expulsion:

- fighting, assault, battery, or attempting to cause physical harm

- possession, sale, and/or furnishing of a firearm, knife, explosive, or other dangerous object
- possession of an imitation firearm (toy guns), including Airsoft guns
- committing or attempting to commit robbery or extortion
- engaging in gang activities, behavior associated with gangs, or wearing gang clothing
- threatening, intimidating, or menacing behavior
- committing or attempting to commit a sexual assault or committing a sexual battery
- harassing, threatening, or intimidating a witness in a school disciplinary proceeding
- “hate violence”
- unlawful harassment (gender, race, disability)
- hazing
- engaging in an act of bullying
- fire setting, attempted fire setting, setting off fire alarm
- possession or use of firecrackers, impact “poppers,” caps, and any other fireworks or explosives
- theft, attempted theft, or receiving stolen property
- vandalism: damaging or attempting to damage school or private property
- use or possession of tobacco
- using, under the influence of, or possessing alcohol, drugs, or any controlled substances furnishing, offering, arranging, or negotiating the sale of alcohol, drugs, or any controlled substance or any substance represented as alcohol, drugs, or another controlled substance. Prescription drugs are not allowed on campus unless they are checked in with the school nurse. *****STUDENTS MAY NOT CARRY ANY PRESCRIPTION DRUGS ON CAMPUS*****
- possession of drug paraphernalia, unlawfully selling, offering, or negotiating to sell drug paraphernalia
- any act of defiance or willful disobedience
- failing to comply with the reasonable request of teachers or other school personnel
- willful disruption of the learning environment or school activities
- use of profane or indecent language, commission of an obscene act
- interfering with the peaceful conduct of the campus
- failure to correctly identify oneself or giving false information to school personnel
- violation of technology policies
- leaving campus without a special excuse slip, closed campus violations
- forging, falsifying, or altering school correspondence, passes, readmits, or phone calls
- gambling, wagering, or sports pools
- trespassing on the school campus after hours
- trespassing on other school campuses

Possible consequences for violations of the disciplinary policy and/or school rules:

- | | |
|--|------------------------|
| ❖ After School Detention and/or Work Service | Class Suspension |
| ❖ Parent Conference | Suspension |
| ❖ No Contact Contracts | Restorative Conference |

- ❖ Letter of Conditional Enrollment (contract to stay enrolled at AdHS)
- ❖ Expulsion Conflict Mediation

Drug/Alcohol and Tobacco Use

Adelante High School partners with Placer County and the Community Recovery Resources Program and the Roseville Police Department to provide a safe campus for our staff and students and to provide targeted intervention and support for students in need. All confiscated contraband items will be kept and not returned to student, parent or guardian. Items will be turned over to the Roseville Police Department.

Smoking of ANY cigarette, cigar or like item (including smokeless or vapor cigarettes, hookahs, etc.), or possession of tobacco or cigarettes is not allowed at any time whether on or off campus. Students in possession of these items may receive a citation from the Roseville Police Department and may be suspended.

Any use, possession or being under the influence of drugs or alcohol or possession of drug related paraphernalia* may result in a five-day suspension and a citation from the Roseville Police Department. Additional consequences may be given based on the availability of support programs, extenuating circumstances, and/or the discretion of AdHS administration.

*Paraphernalia is defined as any item commonly associated with the use of behavior-affecting substances. This would include lighters, marijuana pipes, rolling papers, or objects modified to accommodate the use of a controlled substance. **Again, all confiscated items will not be returned.**

Unlawful Harassment of Students

The Roseville Joint Union High School District and AdHS are committed to providing an educational environment free of unlawful harassment.

The District's anti-harassment policy (full text available online) applies to all persons involved in the District's educational environment, and prohibits unlawful harassment by any student or any employee of the District. Violation of this policy by a student may result in disciplinary action, up to and including suspension and expulsion, depending on the seriousness of the violation. Unlawful harassment because of gender, race, ancestry, physical or mental disability, age, or any other protected basis includes, but is not limited to

- verbal conduct such as derogatory remarks
- visual conduct such as staring
- physical conduct such as assault, unwanted touching, or blocking of normal movement
- harassing contact made electronically, such as text messages, internet postings, email, etc.
- any retaliation for having reported or threatened to report harassment
- If a student thinks he/she is being unlawfully harassed, the student should immediately notify any school administrator so that complaints can be resolved quickly and fairly.
- To file a formal complaint, the students should provide details of the incident(s), the names of the individuals involved, and the names of witnesses.

- A written complaint is recommended, but not required.

Bullying

The Roseville Joint Union High School District believes that all students have a right to a safe and healthy school environment. The District, schools and community have an obligation to promote mutual respect, tolerance and acceptance. The Roseville Joint Union High School District will not tolerate behavior related to school activity or attendance that infringes on the safety of any student. A student shall not intimidate or harass another student through words or actions. Such behavior includes direct physical contact such as hitting or shoving, verbal assaults such as teasing or name calling, social isolation or manipulation, and cyber bullying. Students who engage in bullying related to school activity or attendance are in violation of this policy and are subject to corrective and/or disciplinary action up to and including expulsion.

The Roseville Joint Union High School District expects students and/or staff to immediately report incidents of bullying to the principal or designee. Students may request that their names be kept in confidence to the extent allowed by law. Staff is expected to intervene immediately when they see a bullying incident occur. Each complaint of bullying should be investigated promptly and resolved in accordance with site-level procedures. To prevent bullying on school campuses, the Roseville Joint Union High School District may provide staff development training that addresses bullying prevention, early warning signs of harassing/intimidating behaviors, and effective prevention and intervention strategies.

The District will also endeavor to cultivate acceptance and understanding in all students and staff so as to build each school's capacity to maintain a safe and healthy learning environment.

Cyberbullying

Cyberbullying includes, but is not limited to, the posting of harassing messages on the Internet, social networking sites or other digital technologies which may include social cruelty, direct threats or other language or expression unprotected by law. Cyberbullying may also include breaking into another person's Internet account and assuming that person's identity in order to damage that person's reputation or friendships.

When a student is suspected of, or reported to be, using electronic or digital communications to engage in cyberbullying against other students or staff or to threaten district property, the investigation shall include documentation of the activity, identification of the source, and a determination of the relationship with, and the impact or potential impact on, school activity or school attendance. Students should be encouraged to save and print any messages sent to them that they feel constitute cyberbullying and to notify a teacher, principal or other employee so the matter may be investigated.

Students who engage in cyberbullying related to school activity or attendance are in violation of this policy and are subject to corrective and/or disciplinary action up to and including expulsion.

Cyberbullying, regardless of the location and equipment used to perpetuate it, may be subject to discipline in accordance with the law, district policies and regulations. If a student is using a social networking site or service that has terms of use that prohibit posting harmful material, the Superintendent or designee may also file a complaint with the Internet site or service to have the material removed.

Students may be disciplined for conduct related to school activity or attendance that occurs at any time including, but not limited to, while on school grounds, while going to or coming from school or school activities, while at school activities whether on or off campus, during lunch period and while on district transportation.

Campus Boundaries

There is **no loitering** in the adjacent residential neighborhoods at any time. This includes the neighborhood bordering the PE field, the block area from the Roseville Adult School across the street to Folsom Road, connecting alleyways and streets. These areas are off limits to students during the school day. Additionally, **students are not to loiter or walk through the train yard, Dry Creek, or the floodplain area at any time.**

Student Parking

Student vehicles **MUST** be parked in the student parking lot only! Parking a vehicle off campus could result in the search of the off campus vehicle. Cars should not be removed from the parking lot other than before or after school. Your car **MUST** be registered with Student Services and have a student parking permit displayed at all times. You must have a valid California driver's license and provide proof of insurance and registration to park in the school parking lot.

Any vehicle entering the student or faculty parking lots is subject to search by school authorities and law enforcement and personnel working with them. Any person who drives a car to school has the same responsibility as the owner. A search may be conducted without a warrant for any suspicious/reasonable cause. Vehicles driven by students not parked in the school lot are also searchable. Search of a vehicle includes all compartments and components thereof. Once a search begins, the person in control of the vehicle will not be permitted to remove the vehicle from the premises during the duration of the search. The driver of the vehicle assumes responsibility for any content in the vehicle.

Students are not to be in the parking lot or a vehicle during passing periods or class time without permission from administration.

Electronic Devices

Computers on campus, or any other devices connected to the school network, are to be used for educational purposes only. Any inappropriate use of technology on campus will be considered a violation of the Student Technology Acceptable Use Policy and may result in disciplinary actions, including but not limited to, loss of student network account, school discipline, and civil/legal consequences. The complete Student Technology Acceptable Use Policy is available at www.rjuhsd.us/aup.

Electronic Devices are permitted at Adelante High School under the following conditions:

- Cell phones must be turned off and stored prior to entering class. All ringing tones and vibrate mode must be disabled.
- Electronic devices may not be used during class time without the teacher's permission. This includes calls in and out, games, text messaging, and/or camera, video or audio feature.
- Requesting a pass to go outside and use a cell phone is NOT permitted.
- Electronic devices may be used in classes at the teacher's discretion and before or after school, at lunch, or during passing periods.

Violation Consequences:

- **First Violation** - will result in confiscation of the device until after school ends for the day at 2:13 pm (minimum day at 12:10 pm). Restorative Circle needed.
- **Second Violation** - will result in confiscation of the device and student assigned Lunch and Learn and Restorative Circle needed.
- **Third Violation** - will result in confiscation of the device, parent/guardian pick up, Lunch and Learn and/or Saturday School for continued violations. Restorative Conference required.

Please note: The school is not responsible for lost or stolen electrical devices. Additionally, all students MUST turn in their phones while in the office regardless of reason for the office visit. Staff may request that any electronics be turned in.

Dress Code

The dress code is designed to allow for student comfort and personal expression while maintaining an environment conducive to learning and appropriate for the educational setting. The following items are examples of what the school considers inappropriate and are not to be worn at Adelante as they do not align with our school mission to provide transferable skills related to the work world:

This list is representative but not all-inclusive.

Head Gear

- Hats with obvious gang related logos such as XIV, neighborhoods, area codes or street names
- Head coverings of any type that promote obscenities, drugs, tobacco, sex, or violence
- Head coverings of any type in the main office or where "NO HATS" signs are posted
- Sunglasses indoors except by prescription

Outerwear

- Clothing that promotes obscenity, drugs, alcohol, tobacco, sex, or violence

- Clothing that demeans others with regard to gender, ethnicity, race, sexual orientation, religion, disability, etc.
- Clothing that indicates gang affiliation or in support of gang activity, such as dice, dollar signs, area codes, XIII, XIV, Norte, Sur, W, Crip, Blood, LPL; “bling”; more than one item of clothing that is RED or BLUE, including backpacks, accessories, make-up, belts, shoelaces, etc. or as determined by the school administration and/or consultation with the local law enforcement agency
- Tagging or gang-related writing on backpacks, school supplies, shoes or clothing is not permitted.
- Chains, spikes, studs or other clothing, jewelry, or accessories which are potentially dangerous
- Being barefoot
- Undershirt type tank tops
- Pajamas or slippers
- Skirts, dresses, or shorts that do not extend beyond the fingertips fully extended and/or reach mid- thigh
- All blouses/tops must have a strap for each shoulder.
- All straps on blouses or tops must have a minimum of 1/2 inch across and be solidly attached to the front and back of the blouse/top and cover undergarments.
- Tops which expose more than 2 inches of the midriff when students are standing with their arms hanging at their sides.
- Pants that sag or are excessively baggy. Baggy pants are okay, but must be worn at the waistline at all times.
- Bandanas on any part of the body except during school related sports activities and events and in representation of our school.

Students who are in violation of the dress code will be brought to the office and will be reminded of the Dress Code Policy. They will not be allowed in class until their clothing meets the guidelines of the Dress Code Policy. Loaner shirts and shorts are provided to the student in order to return the student to class in a timely manner. Note: Repeated violations and noncompliance will result in further disciplinary action.

Warrior-wear is always encouraged!

Senior Conduct

Students are responsible to maintain acceptable standards in the academic, attendance, conduct and citizenship areas. Failure to do so during their senior year, as determined by ADHS administration, may cause students to lose the opportunity to participate in senior assemblies, senior awards, and senior activities. Areas reviewed by site administrators responsible for senior conduct will be:

1. Students who receive an “F” in any class will be reviewed to determine if, based upon homework, class participation and test performance, they have made a conscientious effort to pass the class.
2. Students who have excessive tardiness or absences, as determined by a site administrator, will be reviewed to determine the reason for absence and to compare their present and past attendance pattern.

Students whose conduct and/or citizenship require school discipline may lose the right to participate in one or more of the senior activities.

Students who are 18 years old or older **MUST** sign a contract with administration to remain at Adelante High School. In accordance with state law students who are 18 years old or older are not required to attend school. This contract requires that adult students have good attendance, no behavioral issues and pass all coursework. Administration has the right to disenroll students 18 years or older if contract conditions are not met.

SUPPORT PROGRAMS

Positive Behavior and Intervention Support

“Positive Behavior Interventions and Supports (PBIS) is a proactive approach to establishing the behavioral supports and social culture needed for all students in a school to achieve social, emotional and academic success. Attention is focused on creating and sustaining primary (school-wide), secondary (classroom), and tertiary (individual) systems of support that improve lifestyle results (personal, health, social, family, work, recreation) for all youth by making targeted misbehavior less effective, efficient, and relevant, and desired behavior more functional” (San Jose School District). Adelante is committed to providing a safe and academically sound learning environment for both staff and students. **Warrior Pride: Prepared, Respectful, Involved, Disciplined, and Efficient.**

Wellness Center

Adelante High School’s Wellness Center offers a safe and supportive environment where students can go to discuss a variety of issues from depression, grief, self-esteem, family life and stress to dating violence, sexual identity and gang involvement. The District mandated Wellness Programs provide culturally competent services in a confidential, nonjudgmental space staffed with professionals who are dedicated to improving the health, well-being and educational outcomes of all students. Through both on-campus programming and community-based partnerships, students receive coordinated health education, assessment, counseling and other support services at no cost.

Adelante High school provides support for students’ social and emotional wellbeing to ensure that both strong academic and healthy life skills choices are taught, enhancing students’ future success. With the assistance of our on campus Marriage and Family therapists, counselors, and community partnerships, students learn how to form healthy relationships, make responsible decisions, and strive toward concrete goals, among other skills.

Credit Recovery

Students are able to retake courses they have failed through the on campus credit recovery program. Most students are enrolled in a 4th period credit recovery course and are able to switch courses once they have completed all the credits needed for that subject. Students are also able to concurrently enroll at Independence High School Credit Recovery program for any course they have previously

failed during the Fall or Spring Semesters. Seniors are able to concurrently enroll at Roseville Adult School.

English Language Learners

ELD (English Language Development) classes are offered for designated English Language Learner (ELL) students. Adelante High School assists ELL students with language acquisition; providing the necessary tools for reading, listening, speaking, and writing development via classroom instruction, tutoring, and monitoring/assessment of student performance. Additionally, ongoing communication between students and their families is key to the success of the ELL program.

Special Services

Special Education services are provided at Adelante High School for all students who have an IEP (Individual Education Plan) or 504 plan. Most students with an IEP learn in the general education classroom; however, some students require classroom accommodations, curricular modifications or a specialized curriculum. Special Education services are provided within the least restrictive environment to the greatest extent possible. Enrollment in any Special Education course is based upon recommendations from an IEP team meeting.

Infant-Toddler Center

This program is for young parents who are seeking a high school diploma. Day Care is provided.

Restorative Conferences

Adelante High School provides the opportunity for all students to participate in restorative conferencing if a situation warrants its use.

What is a restorative conference?

“A restorative conference is an example of restorative discipline. You should use restorative practices when you wish to repair harm done and re-establish relationships within your school as opposed to strictly punishing students. During a conference, your students get a chance to deal with the consequences of their wrongdoing and decide how to best repair any harm caused together.

You shouldn't think of these conferences as counseling sessions or meditation processes either. Instead, restorative conferences should take a victim-sensitive, problem-solving approach to conflicts. Your students learn to address problems and conflicts and create solutions that suit their unique needs.”

ACADEMIC INFORMATION

Graduation Requirements

To graduate, a student must earn a minimum of **220 credits** in grades 9 - 12. **Note:** Graduation requirements for alternative education are different than those of the comprehensive schools. Students who plan to return to their comprehensive site must meet with a counselor to discuss coursework and credit requirements necessary to return. Students may earn more than the minimum number of credits in any subject area. The remaining credits required for graduation (220) will be earned in elective classes. Students may earn up to 20 credits in a term.

Adelante HS Graduation Requirements	Credits	RJUHSD Graduation Requirements	Credits
English 4 years	40	English 4 years	40
History/Social Science 3 years (World Studies-10, US History-11, Government/Economics-12)	30	History/Social Science 3 years (World Studies-10, US History-11, Government/Economics-12)	30
Math 2 years (CCIM-1, CCIM-2)	20	Math 2 years (CCIM-1, CCIM-2)	20
Laboratory Science 2 years (Earth Science, Biology) Physical and Life Science	20	Laboratory Science 2 years (Biology, Chemistry/Physics) Physical and Life Science	20
Language Other than English (LOTE) 1 year OR Visual and Performing Arts 1 year	10	Language Other than English (LOTE) 1 year OR Visual and Performing Arts 1 year	10
Elective Courses - 7 total electives required	70	Elective Courses - 11 total electives required	110
Physical Education 2 years	20	Physical Education 2 years	20
Health 1 year	10	Health 1 year	10
Personal Finance	Pass/No Pass	Personal Finance	Pass/No Pass
Total Credits	220	Total Credits	260

Course Credit and Grade Policy

Credits →

- All graduation course/credit requirements are set by the Board of Trustees. Credits are earned by completing required assignments based on stated criteria.
- Credits are awarded at the end of each nine week grading period. Students and parents/guardians are encouraged to regularly review coursework and grades via HOMELINK <http://homelink.rjuhsd.us/>
- **Note:** students with a reduced schedule (less than seven periods) will earn less credit

Report Cards →

- Students grades and credit are accessible via HOMELINK. A report card is generated at the end of each grading period and will include the grade and number of credits earned for each course.
- Parents will receive contact from the teacher if their student is in danger of failing at the progress grading period. Parents will also receive notification that their student has failed a course at midterm and final grading periods.

Early Graduation

Students who wish to graduate before the completion of eight terms **MUST** request permission for early graduation from their counselor and the principal. In addition, they must have parental approval. To be considered for early graduation, a student must be within 35 credits of the required 220 credits at the beginning of her/his last term.

Note: Seven regular terms of attendance in grades 9 - 12 are required to qualify for a diploma. A summer session does not qualify as a regular term.

Postsecondary Information

Adelante High School provides support and guidance for all students upon graduation in preparation for postsecondary educational and career options.

School Counselor offers →

- Course selection assistance and student conferences
- Assistance with decision making and goal setting
- Identification of high school courses prerequisites for college
- Identification of high school courses to prepare for various occupations
- Information on Career Technical Education and college financial aid

Community College

Sierra College is the community college serving the Roseville Joint Union High School District. Community college students may select from career certificate programs with as few as 10 units or as many as 43 units. Many of the certificate programs act as the core of a 60 unit degree program developing students career skills as they pursue graduation with an AA or AS or transfer to a four-year university. Students may also select to attend Folsom Lake College, American River College, Cosumnes River, or Sacramento College all of which are part of the Los Rios Community College District.

Students who wish to attend a community college need to contact their school of choice to initiate the admission process. For additional information on career schools visit www.allcareerschools.com.

Technical and Business Schools

These schools offer certificates for training in a variety of vocational occupations. Most of these schools require a high school diploma or its equivalent. Students who take advantage of high school preparation courses can complete training in a minimum amount of time. Some of these schools are available here in the Sacramento area: Brightwood College, The Art Institute of California, Universal Technical Institution, Carrington College, etc.

ADDITIONAL ALTERNATIVE EDUCATION SCHOOL PROGRAMS

Independence High School (125 Berry Street, Roseville, CA 95678, 916-786-0793)

Principal Ross Fernandez

The staff and students at Independence High School offer an inclusive environment in which every student is wholeheartedly welcomed and included in school culture to the degree that they want to be. Each student is given an individualized education with a method of learning that best suits how that student learns.

They offer a similar rigorous and highly engaging curriculum as used throughout the district, but through the independent study model, students can learn at the pace they need to master the essential learning targets, at the time of day that they best learn, repeat the assignments to master the material before "moving on" to the next unit, utilize varied methods to show they have mastered the targets, and have access to a caring and accepting staff who are invested in supporting every student's learning. A student can accomplish their education through a traditional individualized course of study or include participation in a number of small group classes that we offer on campus.

Roseville Adult Education (200 Branstetter Street Roseville, CA 95678, 916-782-3952)

Principal Lisa Voss

Admissions →

Classes are open to adults 18 years of age or older. Adults have priority in all classes offered. High School students who meet the criteria and who are referred by their high school counselors may enroll in selected classes under the terms of concurrent enrollment.

Registration Options →

- 1) A copy of the registration form is available via the Internet for your convenience. In order to make full use of the form, you should have Adobe Acrobat Reader loaded on your PC. You may complete the form by typing onto the form directly (use your mouse or the 'Tab' key to navigate from field to field) then printing the form with a printer. Additionally, you may print a copy of the form then complete by legibly printing or typing all necessary information. The form may be copied to register for additional classes.

- 2) Students may register online. This secure site accepts credit cards and encrypts payment information. An email confirmation of the registration will be sent. There is a \$2.50 nonrefundable convenience fee per class (maximum of \$2.50 for two or more classes). This service is available only for classes with registration fees. Classes without fees will have in-class registration or specific registration directions in the course description.
- 3) Registration for Supportive Living Programs, California Employment Development, and Placer County Mental Health Programs may be accomplished by reporting directly to the desired class. Independent study students may register any time by meeting with the Counselor. Transcripts are required.

STUDENT ACTIVITIES

Athletics

Both male and female students are able to participate on the Warrior Sports teams. Our co-educational program provides students with the opportunity to develop school pride, athletic and leadership skills as well as healthy peer relationships. To participate, students must have a physical, be in good academic standing, maintain positive attendance and behavior. Games are held during the school day against other continuation high schools in the area.

Sports program currently offered:

- Flag Football
- Basketball
- Volleyball
- Softball

Clubs

Many students enjoy being in clubs because **they give them an opportunity to spend time with their friends and do activities they find fun and interesting.** Colleges and employers also like to see students who have participated in extracurriculars such as clubs because it helps them understand a student's interests better and shows that the student likes being involved and working with other people.

Why Would You Start a New Club?

- Pursuit of a hobby or interest that you enjoy
- Desire to raise interest about a cause you care about
- You want to meet people with similar interests
- You want to gain leadership experience

Learn more about how to start a club at Adelante High School from your counselor or assistant principal.

Interact Club: The Adelante High School Interact Club is a service organization for high school students who desire to volunteer their time and aid school and community events. Interact is an international organization sponsored by the Rotary Club of Meriden and Rotary International.

Bring Change 2 Mind: The Adelante BC2M club gives teens a platform to share their voices and raise awareness around mental health. The club's goal is to empower students to educate one another, and their communities, and to create a culture of peer support within their school. Together, we will fight the stigma around mental health.

School Dances

Adelante school dances are open to all currently enrolled students. School policies and expectations are to be adhered at all school activities.

Live School

LiveSchool is an award-winning app that helps make your school more fun and fair. You receive points based on your behavior, which help you earn rewards. LiveSchool also helps your teachers communicate with your parents so they know how you are doing in school. [Live School Brochure](#)

BOARD POLICIES AND COMPLAINT PROCEDURES

Nondiscrimination/Harassment Policy

Nondiscrimination in District Programs

The Roseville Joint Union High School District does not discriminate on actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Penal Code 422.55, or Government Code 11135, or based on association with a person or group with one or more of these actual or perceived characteristics.

Limited English language skills will not be a barrier to admission and participation in vocational education programs.

The District is, and shall continue to be, in compliance with all laws requiring nondiscrimination on the basis of actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Penal Code 422.55, or Government Code 11135, or based on association with a person or group with one or more of these actual or perceived characteristics.

Complaint Procedures

To assure continuing compliance, a grievance procedure for processing any complaints in these areas has been established. Information regarding this process may be obtained by contacting the District Title IX/Affirmative Action/Section 504 Compliance officer who is:

Mr. Brad Basham, Assistant Superintendent
Personnel Services
Roseville Joint Union High School District
1750 Cirby Way, Roseville, CA 95661
(916) 782-8663

Information regarding complaint procedures and appropriate forms may also be obtained from any school office. Completed forms should be submitted to the above officer to initiate investigation.

The procedures specified above are applicable to all such complaints that may be brought by employees, students and members of the general public.

Unlawful Harassment of Students

The Roseville Joint Union High School District is committed to providing an educational environment free of unlawful or offensive harassment. The District prohibits, at any district school or school activity, unlawful discrimination, harassment, intimidation, and bullying of any student based on actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Penal Code 422.55, or Government Code 11135, or based on association with a person or group with one or more of these actual or perceived characteristics.

The District's anti-harassment policy applies to all persons involved in the District's educational environment and prohibits unlawful harassment by any student or any employee of the District, including administrators, supervisors, certificated employees, and classified employees. Violation of this policy by an employee may result in discipline, up to and including discharge, depending on the seriousness of the violation. Violation of this policy by another student may result in discipline, up to and including suspension or expulsion, depending on the nature and seriousness of the violation.

Unlawful harassment because of actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Penal Code 422.55, or Government Code 11135, or based on association with a person or group with one or more of these actual or perceived characteristics or any other protected status includes, but is not limited to:

- Verbal conduct such as derogatory comments, slurs, or unwanted sexual advances, invitations, comments, or epithets;
- Visual conduct such as derogatory posters, photography, cartoons, drawings, or gestures;
- Physical conduct such as assault, unwanted touching, blocking of normal movement, or interfering with the academic performance or progress of a student because of the student's sex or race or any other protected basis;
- Retaliation for having reported, or threatened to report, harassment.

Sexual harassment is defined in the Education Code as unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting, under any of the following conditions:

Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's academic status or progress.

Submission to, or rejection of, the conduct by the individual is used as the basis for academic decisions affecting the individual.

The conduct has the purpose or effect of having a negative impact on the individual's academic performance, or of creating an intimidating, hostile, or offensive educational environment.

Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.

Complaint Procedures

If a student thinks he or she is being harassed because of his or her sex, race, ancestry, or any other protected status, the student should immediately notify the principal or assistant principal. Complaints may also be filed with Mr. Brad Basham, Assistant Superintendent, Personnel Services at (916) 782-8663.

To file a complaint, the student should provide details of the incident(s), the names of the individuals involved, and the names of any witnesses. The complaint should be, but is not required to be, in writing. The complaint should be filed as soon as possible, but at least within six months of the date of the alleged harassment or within six months of the date the student first became aware of the alleged harassment.

The District will immediately undertake an effective, thorough, and objective investigation of the harassment allegations. The investigation will be conducted in a manner that protects the confidentiality of the parties and the facts. This investigation will be completed and a determination regarding the alleged harassment will be made and communicated to the student within sixty days after the District receives the complaint.

If the District determines that unlawful harassment has occurred, it will take effective remedial action commensurate with the severity of the offense. Appropriate action will also be taken to deter any future harassment. The District will not retaliate against the student for filing a complaint and will not knowingly permit retaliation by any District employee or another student.

The District encourages all students to report any incidents of harassment forbidden by this policy immediately so that complaints can be resolved quickly and fairly. A complaint may be filed directly with the State Superintendent of Public Instruction in a variety of circumstances.

More information on this complaint process may be obtained from Mr. Brad Basham, Assistant Superintendent, Personnel Services, 1750 Cirby Way, Roseville, California, 95661, (916) 782-8663, or the Superintendent, Dr. Denise Herrmann 1750 Cirby Way, Roseville, California, 95661, (916) 782-8882.

Students should be aware that the U.S. Office of Civil Rights also investigates complaints of harassment on the basis of sex, race, color, national origin, or other protected status in educational programs that receive federal financial assistance. If any student thinks he or she has been harassed or retaliated against for resisting or complaining about harassment, the student may file a complaint with the Office. Information on beginning this complaint process may be obtained from Mr. Brad Basham, Assistant Superintendent, Personnel Services at (916) 782-8663 or by calling the U.S. Office of Civil Rights directly.

NON-DISCRIMINATION STATEMENT

The Roseville Joint Union High School District is committed to equal opportunity for all individuals. District programs, activities and services shall be free from unlawful discrimination, harassment, intimidation, and/or bullying based on actual or perceived characteristics of race,

color, ancestry, nationality, immigration status, age, ethnicity, religion, marital status, medical information, mental or physical disability, sex, sexual orientation, gender, gender identity, gender expression, genetic information, or any other legally protected status or association with a person or group with one or more of these actual or perceived characteristics.

For inquiries/complaints, contact our Title IX Coordinator and Equity Officer, Assistant Superintendent of Human Resources, Brad Basham at (916) 782-8663 or by email at bbasham@rjuhsd.us or John Becker, Executive Director, Student Engagement (916) 782-6565 or by email at jbecker@rjuhsd.us.